

Congratulations! You passed!
Grade received 90%
To pass 80% or higher
Go to next item

1. What is the purpose of a project charter? Select all that apply.

0.75 / 1 point

☒ Organizes vital project information

☒ Correct
Providing vital project information in a well-organized and skimmable format ensures that more senior stakeholders who may not have time to read all of the details still have visibility into the project and an opportunity to provide feedback on the plans.

☒ Acts as a useful reference throughout the project

☒ Correct
The project charter is a living document which should be continually updated so that all members of the team and senior stakeholders have a central location to refer to about the project.

☒ Defines the project and outlines necessary details

☒ Correct
Defining the project and outlining the necessary details in a clear, succinct format can ensure that all project stakeholders agree on what a successful project looks like.

☒ Serves as a detailed project plan with a schedule

☐ This should not be selected
A project charter encompasses all project areas, including scope, deliverables, summary, and project information. The project charter does not include a detailed project plan because this level of detail is not typically known at the time the project charter is written. The detailed project plan is usually done following the official sign-off from the project sponsor.

2. What three questions should you ask yourself when adding details to a project charter? Select all that apply.

0.75 / 1 point

☒ Who are the stakeholders?

☒ Correct
You need to identify your key stakeholders to ensure you're getting feedback and direction from the people who are funding the project and who will ultimately judge the success of the project.

☒ Are there project details that the stakeholders might disagree with?

☒ Correct

You need to identify any details your stakeholders might not agree with so you can provide additional visibility for those details, lead conversations with stakeholders to resolve the disagreements, and ultimately document the outcomes of those conversations.

☒ What details are most important to the stakeholders?



Correct

You need to know which details are most important to your stakeholders so you can prioritize ensuring success on these details and providing frequent updates on the areas of highest concern to your stakeholders.



Which project management tools would the stakeholders prefer the team use?



This should not be selected

As a project manager, you are not likely to consider what tools the stakeholders prefer. Instead, you need to identify stakeholders, know what details they find important, and identify aspects of the project that your stakeholders might not agree with.

3. How can you use your project charter as a tool to align with stakeholders in the initiation phase?

1 / 1 point



Edit the project charter into a 1-page, high-level summary for your team members to review.



Introduce the project team to stakeholders so that everyone can discuss the project charter together.



Present the project charter to stakeholders to confirm that everyone agrees with the project information.



Ask stakeholders to each submit their visions for the project and add these as separate project charters.



Correct

To facilitate alignment, you present the charter to stakeholders and confirm agreement. This is essential, as misalignment among stakeholders about project details is a common cause of project failure.

4. Fill in the blank: _____ are the expected gains of a project. These can be direct or indirect.

1 / 1 point



Costs



Benefits



Milestones



Stakeholders



Correct

Benefits are the expected gains of a project. These can be direct, monetary gains or indirect benefits, like an improvement in customer engagement or satisfaction.

5. What step for making project charter goals measurable involves researching how others in your industry quantify success?

1 / 1 point

- ☒ Benchmarking
- ☐ Budgeting
- ☐ Setting milestones
- ☐ Aligning stakeholders

✓ Correct
To make a goal measurable, you can research how others in your industry quantify success. This is called benchmarking, which refers to evaluating success against a standard.